

MINUTES
PAGE COUNTY BOARD OF SUPERVISORS
WORK SESSION
AUGUST 3, 2010

All Members Present: Johnny Woodward, Chairman, At-Large
 Robert Griffith, District 1
 Larry A. Sours, District 2
 J. D. Cave, District 3
 Darrell Short, District 4
 Jeff Vaughan, District 5 (Arrived at 7:21 p.m.)

Staff Present: Nathan Miller, County Attorney
 C. R. Suddith, Treasurer
 Amity Moler, Finance/HR Director
 Lynda Minke, Landfill Office Manager
 James Hilliard, Solid Waste Operations Supervisor
 Wes Shifflett, Coordinator of Fire/EMS
 Regina Miller, Executive Secretary

Media & Others Present: Clinton Lucas, Shenandoah Mayor
 Russell Comer, Shenandoah Town Council
 Richard Pierce, Shenandoah Town Council
 Kevin Seabrooke, *Page News & Courier*
 15 County Employees & Citizens

Call to Order:

Chairman Johnny Woodward called to order the work session of the Page County Board of Supervisors on August 3, 2010 at 7:00 p.m. in the Board of Supervisors Room, located in the Courthouse, noting a quorum was present.

RFP – Supplemental Auditing Services:

Supervisor Cave provided the Supervisors with a copy of a Request for Proposal for supplemental auditing services for Cumberland County, Virginia. He said he has talked to individuals about the County conducting a similar project. This would entail hiring a firm to conduct an overview of all County departments, where money might be saved. The firm normally works on a percentage basis. For example, if they find savings of \$100,000, the firm would get 10%. He suggested the Board consider this measure.

It was consensus of the Board to consider this at the August 17th meeting.

Single Family/Builder Training – Habitat for Humanity:

Supervisor Cave informed the Supervisors that he received information from Jim Newman, Page County Habitat for Humanity, regarding a Single Family/Builder Training workshop on green building practices. A grant was obtained by Habitat from State Farm Insurance to hold this workshop at Luray High School on October 7, 2010. The

invitation is extended to the Board of Supervisors to attend free of charge. He suggested that the Board discuss this further at the August 17th meeting.

Landfill Matters:

Supervisor Short presented information on several issues at the landfill pertaining to the glass from Shenandoah National Park, the free hauling of glass for Front Royal and Warren County, and the matter of VDOT not being assessed tipping fees. He asked the Board for their input on whether or not VDOT should be assessed tipping fees.

(Clerk's Note: At 7:13 p.m., Chairman Woodward briefly left the meeting and Vice Chairman Griffith presided.)

Supervisor Short mentioned that the landfill staff is requesting an official vote to pursue negotiations with Warren County to change the operating hours on Mondays. The landfill is currently opening at 5:30 a.m. on Mondays, pursuant to the solid waste contract with Warren County.

He continued that the landfill staff has also requested input from the Board on changing the compacting site hours, in an effort to standardize the operating hours.

(Clerk's Note: At 7:16 p.m., Chairman Woodward returned to the meeting.)

Lynda Minke, Landfill Office Manager, proposed that the operating hours at the landfill be changed from 8:00 a.m. to 4:00 p.m. on Mondays, the same as the other days of the week.

(Clerk's Note: At 7:21 p.m., Supervisor Vaughan arrived at the meeting.) Supervisor Short then updated Supervisor Vaughan on the discussion.

Motion:

Supervisor Sours moved to allow negotiations with Warren County on the proposed landfill time change for Mondays from 8:00 a.m. to 4:00 p.m. Supervisor Short seconded and the motion carried by a vote of 6-0. Aye: Griffith, Sours, Cave, Short, Vaughan, Woodward.

Discussion then ensued regarding the hours at the compacting sites. Chairman Woodward noted that the hours of operation at the sites do not meet the citizen's needs. Currently, the Shenandoah site is closed on Wednesday, the Springfield site is closed on Thursday, and the Stanley site is closed on Friday. The hours at the sites also vary each day. He suggested that all three sites be closed the same day, perhaps on Wednesday, and that they all open the same hours from 7:00 a.m. to 5:00 p.m. However, Mrs. Minke suggested the sites open from 8:00 a.m. to 5:00 p.m. because this would fall within the current budget for paying the staff. It was noted that the proposed new hours would not affect the hours at the landfill.

Motion:

Supervisor Vaughan moved to change the hours at the compacting sites from 8:00 a.m. to 5:00 p.m. and to close all three sites on Wednesday and Sunday. Supervisor Sours seconded and the motion carried by a vote of 6-0. Aye: Griffith, Sours, Cave, Short, Vaughan, Woodward.

Reappointment of the Office Building Committee:

Chairman Woodward reappointed the Office Building Committee consisting of C. R. Suddith, Treasurer, Charlie Campbell, Commissioner of the Revenue, Sharon Lucas, School Board Member, Melissa Deibert, School Board Member, Supervisor Short, and Supervisor Sours as the Committee Chair.

Appointment of an IT Committee:

Chairman Woodward recommended the appointment of the following to serve on the IT Committee for the computer and telephone systems: C. R. Suddith, Treasurer, Charlie Campbell, Commissioner of the Revenue, Mike Wagoner, Sheriff's Office, Amy Ozeki, GIS Department, Amity Moler, Finance/HR Director, Patrick Embry, Valley Automation, and Supervisor Griffith as the Committee Chair.

Motion:

Supervisor Vaughan move to proceed with the IT Committee. Supervisor Cave seconded and the motion carried by a vote of 6-0. Aye: Griffith, Sours, Cave, Short, Vaughan, Woodward.

Revenue Anticipation Note – Approval of Bid:

C. R. Suddith, Treasurer, informed the Board that the only bid received with regard to the revenue anticipation note was from SunTrust Bank with a fixed rate of 2.05% or a variable rate of 1.45%, which is 70% of 1 month LIBOR plus 1.75%. The advantage to the variable rate is that he would draw the money out as it is needed, whereas, the total amount would be taken at once with the fixed rate. Another option is that the bank is willing to cap the percentage of the LIBOR, but would cost about \$13,865. Mr. Suddith then recommended that the Board proceed with the bid from SunTrust Bank with the variable rate.

Motion:

Supervisor Vaughan moved to proceed with the variable rate. Supervisor Cave seconded and the motion carried by a vote of 6-0. Aye: Griffith, Sours, Cave, Short, Vaughan, Woodward.

Mr. Suddith noted that he will present the Resolution authorizing the issuance of the revenue anticipation note at the August 17th Board meeting.

Property Maintenance Code – Town of Shenandoah:

Russell Comer, Shenandoah Town Council Member, explained that he and Councilman Richard Pierce have served on a Town committee to obtain information on a property maintenance code for the Town. The Town, he said, has previously adopted part one of

the Statewide Uniform Building Code, but the dilapidated buildings in the Town are not covered under part one. In order to have the means to address these properties, the Town would have to adopt part three of the building code, which would require the permission of the Board. Mr. Comer said the Council has been advised by the Town's Attorney that the agreement from 1973, between the Town and the County, for the Town to utilize the County Building Inspector for new construction, is outdated and should be reviewed and updated. When this is updated the Council would like the Board to consider giving permission to the Town to adopt part three of the building code. The Town would be required to have a Code Official perform the inspections under part three. With the Board's permission, this person could be the current Building Inspector. He said the Town has talked with Mr. Kenny Fox, Building Code Official, and he is willing to perform the inspections for the Town. If this is not acceptable to the Board, the Town has the option of hiring a person to perform the inspections, but would rather use the County's Inspector. In addition, the Town will need to appoint a Building Code Appeals Board, but if the Town does not appoint a Board, the Town could use the County's Board, with approval from the Supervisors. He emphasized that the Town has properties that need to be cleaned up. The Town, he said, could pay the County to utilize the Building Inspector on a case by case basis.

Mayor Clinton Lucas explained that there was recently a situation where a resident contacted the Town that a neighboring structure in their area was unsafe. The Town then began to try to address the situation but realized that they did not have a property maintenance code, which is part of the building code needed to address the structure. After contacting Mr. Fox, he was willing to cooperate with the Town, but he has no authority from the Town or County to do anything about it. He said the Town would like for the Board to adopt a property maintenance code for the entire County that the Town could come under. If not, then the Town would like permission to adopt a property maintenance code for the Town of Shenandoah.

Supervisor Cave suggested that a Resolution be drafted for the August 17th meeting for the Board to consider.

Supervisor Vaughan mentioned he would like the Board to gain a better understanding of part three. He felt that this should be county-wide but should be defined to allow the entire the County to properly utilize it as needed and to be consistent with each locality. He then expressed concern with the cost that will be incurred with enforcement of part three.

VDOT Temporary Easement Request:

Nathan Miller, County Attorney, explained that the Virginia Department of Transportation (VDOT) has asked the County to convey 0.052 of an acre in an area where they are performing reconstruction. He asked the Board if they wish to charge a fee for the property.

Motion:

Supervisor Vaughan moved to sell VDOT 0.052 acres of property, based on comparable costs and for them to pay the legal fees and transactions.

Amended Motion:

Supervisor Vaughan moved to sell VDOT 0.052 acres of property for \$100 and for VDOT to pay the legal fees and transactions. Supervisor Short seconded and the motion carried by a vote of 6-0. Aye: Griffith, Sours, Cave, Short, Vaughan, Woodward.

WHSV TV3 Lease Agreement:

Chairman Woodward informed the Board that the lease agreement between the County and WHSV-TV has expired. This is for the lease of tower space at the Big Mountain communications tower site for the County's EMS services. If the County does not renew the lease, then WHSV will cut off the County's usage. The lease is for \$250 per month for two years.

Motion:

Supervisor Cave moved to approve the renewal of the lease with WHSV under the same terms and conditions. There was no second to the motion. The motion failed due to a tie vote of 3-3. Aye: Griffith, Cave, Woodward. Nay: Sours, Short, Vaughan.

After discussion, it was the consensus of the Board to place this on the August 17th agenda.

School Board Request for the Waiver of Fees:

Chairman Woodward indicated that at the last meeting the School Board's request to waive the fees for the building permits to move two modular units from Luray Elementary School to the Page County Technical Center was denied. He stated that the amount of fees is approximately \$1,300. By having the School Board pay the fees, the Board will have to pay fees in order to use the schools for Board meetings.

Supervisor Cave remarked that he voted to waive the fees because the Supervisors need to have a harmonious working relationship with the School Board. He said he would vote again to waive the fees.

Motion:

Supervisor Cave moved to waive the fees for the School Board. Supervisor Sours seconded and the motion carried by a vote of 4-1, with 1 abstention. Aye: Griffith, Sours, Cave, Woodward. Nay: Vaughan. Abstain: Short.

Closed Session: 8:51 p.m.

Motion:

Supervisor Griffith moved that the Page County Board of Supervisors convene in closed session under the Virginia Freedom of Information Act to discuss the candidates being considered for the appointment of an Interim County Administrator, pursuant to the personnel matters exemption at Section 2.2-3711(A)(1) of the Code of Virginia; to

discuss and consider employees in the Public Works Department relating to the assignment, appointment, promotion, and salary, pursuant to the personnel matters exemption at Section 2.2-3711(A)(1) of the Code of Virginia; to consult with legal counsel to solicit advice concerning contract rights and obligations, potential breach of contract liability exposure and negotiating positions, pursuant to the legal matters exemption at Section 2.2-3711(A)(7) of the Code of Virginia; and to consult with legal counsel regarding specific legal matters, where such matters require the provision of legal advice for the purpose of evaluating the proper legal position or action to be taken by the Page County Board of Supervisors at Section 2.2-3711(A)(7) of the Code of Virginia. Supervisor Sours seconded and the motion carried by a vote of 6-0. Aye: Griffith, Sours, Cave, Short, Vaughan, and Woodward.

Exit Closed Session: 11:37 p.m.

Motion:

Supervisor Griffith moved the closed meeting be adjourned and the Page County Board of Supervisors reconvene in open session. Supervisor Sours seconded and the motion carried by a vote of 6-0. Aye: Griffith, Sours, Cave, Short, Vaughan, and Woodward.

Certification of Closed Meeting:

To the best of my knowledge (i) only public business matters lawfully exempted from open meeting requirements under Section 2.2-3711(A) of the Code of Virginia, 1950, as amended, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting.

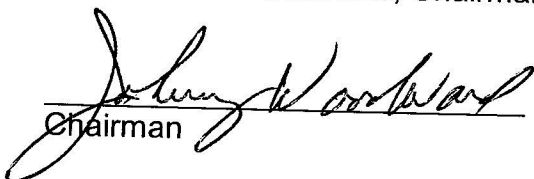
<u>Roll Call Vote:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Robert Griffith	X			
Larry Sours	X			
J. D. Cave	X			
Darrell Short	X			
Jeff Vaughan	X			
Johnny Woodward	X			

Promotion of Landfill Scale House Office Manager:

Supervisor Vaughan moved to take appropriate action to promote the Scale House Office Manager to the Solid Waste Facilities Manager and to affix the appropriate pay scale. Supervisor Cave seconded and the motion carried by a vote of 6-0. Aye: Griffith, Sours, Cave, Short, Vaughan, Woodward.

Adjourn: 11:41 p.m.

With no further business, Chairman Woodward adjourned the meeting.


Chairman